

2007/2008 Academic Senate

MINUTES
April 14, 2008

I. The meeting was called to order at 2:07 p.m. and attendance was taken. Forty Senators were present.

Ex Officio:

Present: Van Selst, Lessow-Hurley
Absent: Gorman, Sabalius, Kassing,
Henderson

Administrative Representatives:

Present: Sigler, Najjar
Absent: Phillips, Lee

Deans:

Present: Parrish, Merdinger, Stacks
Absent: Wei

Students:

Present: Reyes, Grabowski
Zeier, Bridgeman
Castillo
Absent: Lazarowich

Alumni Representative:

Absent: Thompson

Emeritus Representative:

Present: Buzanski

Honorary Senators (Non-Voting):

Present: Norton

General Unit Representatives:

Present: Romo, Sivertsen, Liu

CASA Representatives:

Present: Fee, Schultz-Krohn, Hendrick, Kao
Absent: Canham

COB Representatives:

Present: Roldan, Campsey, Jiang

ED Represent:

Present: Maldonado-Colon, Rickford
Absent: Langdon

ENG Representatives:

Present: Backer, Meldal
Absent: Gao

H&A Representatives:

Present: Desalvo, Van Hooff, Mok, Vanniariajan, Butler
Absent: Belet

SCI Representatives:

Present: McClory, Hilliard, Bros, Kaufman

SOS Representatives:

Present: Peter, Hebert, Von Till
Absent: Zia

II. Approval of Academic Senate Minutes – The minutes of March 10, 2008 were approved as is. Provost Sigler then asked that the comments from the President be amended to reflect that the community event honoring President Kassing will occur on May 29th and not May 28th and May 29th as stated in the last meeting.

III. Communications and Questions –

A. From the Chair of the Senate:

Chair Lessow-Hurley made the following announcements:

The Senate welcomed new Student Senators Joel Bridgeman and Bryan Castillo.

Senator Henderson, the Associated Students (AS) President, received an award from the Disability Resource Center (DRC) for being the outstanding African-American Student with a disability. He received a \$1,000 scholarship.

San José State University was acknowledged by the Office of the Chancellor for having Best Practices in Accessibility Procurement.

On April 21, 2008, Monday, there will be a debate and dialogue on the Food and Drug Administration (FDA) Blood Donor policy from 5 p.m. to 7 p.m. in the University Room. It is open to the entire campus.

The Presidential Search Committee has met and information on the finalists will be available at the end of next week. The candidates will be on-campus the week of May 5, 2008. There will be an open forum for each candidate, tentatively planned from 10:30-11:30 in Eng 189. The Senate Officer Nominating Committee has met and would like to encourage broad participation in the election for Senate Officers which will occur at the first meeting of the 2008-2009 Academic Senate on May 12, 2008, from 4 p.m. to 5 p.m. The Chair encouraged Senators to take a leadership role. Nominating petitions are due in the Senate Office no later than April 21, 2008.

Chair Lessow-Hurley, James Lee (Chair of the Student Evaluation Review Board (SERB)), and Andrea Whittaker (previous Chair of SERB), met with California Faculty Association (CFA) leadership and with CFA's approval, SERB is going to proceed with a pilot study in the Fall that will evaluate online Student Opinion of Teaching Effectiveness (SOTES) for face-to-face classes. Senator Bros will also be sharing information with you today about norming SOTES.

B. From the President of the University – No Report.

IV. Executive Committee Report –

A. Executive Committee Minutes –

March 10, 2008 – No Questions.

B. Consent Calendar –

The consent calendar was approved as is. AVC McClory announced election results for the General Unit and the CSU Statewide Senator seats. Kell Fujimoto will be our new Senator from the General Unit, and Senator Lessow-Hurley will be our new CSU Statewide Senator.

C. Executive Committee Action Items:

The Senate Calendar for 2008-2009 was approved as is.

Senator Stacks noted that there was not a Senate meeting scheduled for the May 4, 2008, and asked if the Executive Committee had considered this. Vice Chair Meldal responded that we were trying to stagger the policy committee meetings differently to give the policy committee chairs more time to prepare for the Senate meetings.

The Senate voted and approved the Sustainability Task Force membership.

V. Unfinished Business - None

VI. Policy Committee and University Library Board Action Items. In rotation.

A. University Library Board (ULB) –

Senator Peter presented *AS 1382, Senate Management Resolution, Creating a Task Force to Investigate Open Access to Faculty and Student Publications and Make Appropriate Recommendations (Final Reading)*. Senator Peter made a friendly amendment to add a new resolved clause to read, “Resolved, that the Chair shall be elected by the whole task force from among its faculty members.” **The Senate voted and AS 1382 passed as amended with no Nays, and no Abstentions.**

B. Professional Standards Committee (PS) –

Senator Bros presented *AS 1387, Amendment to S06-6, Policy Recommendation, Administration of online Student Opinion of Teaching Effectiveness (SOTE) evaluations for online courses (Final Reading)*. The CFA had an objection to section 5.7 of AS 1375. AS 1387 amends AS 1375 by eliminating section 5.7. Senator Van Selst presented an amendment to include an additional resolved clause to read, “Resolved, that AS 1375 be amended by deleting article 5.7.” The Van Selst amendment was not seconded. Senator Bros made a friendly amendment to change the Resolved clause to read, “Resolved: that AS 1375 be amended by deleting section 5.7 as follows.” **The Senate voted and AS 1387 passed as amended with no Nays, and 1 Abstention.**

C. Curriculum and Research Committee (C&R) –

Senator Kaufman presented *AS 1385, Policy Recommendation, Incorporating Accessibility into the Curriculum Review Process (First Reading)*. Senator Kaufman said, “This is a first reading of a policy recommendation that is related to the instructional materials, Executive Orders, and Coded Memoranda that came forward from the Chancellor’s Office during the last two years, and also responds to the plan developed by the Accessible Technology Initiative (ATI) Task Force here on campus. The main point of this policy resolution is to address the following referral. If you look on the bottom of the second page, next to the last paragraph, the coded memoranda instructed each campus to develop, “a method to incorporate accessibility as a required component in the curriculum review and approval process.” After many meetings with the ATI Task Force and many deans and chairs, we came up the following plan which essentially asks for departments to schedule each of their classes for review over the next five years. The idea is that a particular course will be assigned a semester during which it will undergo conversion. We thought it was unwieldy to

ask someone teaching a class to present all of their materials in converted form for a curricular review process before a semester began, especially since that person may be amending those materials. The policy also asks that the chairs, deans, and Center for Faculty Development, Disability Resource Center (DRC), and administration support faculty that are in the process of converting materials either through student assistants, training classes, workshops, etc., to ensure they have the time and resources needed to convert the many, many classes offered on this campus.”

Questions:

Senator Peter asked, “In the coded memo, 3rd paragraph, it discusses exceptions when it would constitute an undue burden, and I’ve heard that phrase several times in presentations. I wonder if our policy could use that phrase somewhere, so that when faculty read the policy they know when there are situations that are and are not appropriate?” Senator Kaufman said, “One thing I neglected to mention is that at the end of the semester in which the faculty are asked to convert a course they will be asked to complete a one-page checklist that says if they were able to convert their greensheet and powerpoint presentation, and lists areas that were troublesome and will require more resources. My understanding is that there is a separate implementation plan for the review of undue burden coming from the Center for Faculty Development and ATI Task Force. However, I’m not opposed to including language in this resolution recognizing that.”

Senator Van Hooff said, “In Foreign Languages we are going to have problems with foreign documents and books. We can make our greensheets conform, but books, especially for advanced courses, will be difficult to find that can be made accessible.” Senator Kaufman said, “First of all, I agree that it is going to take resources, but I did want to make it clear that the policy that was brought to the Senate by Instruction and Student Affairs (I&SA) was the policy that addressed textbooks. We deliberately are only going after print-based materials besides textbooks and course readers, etc., so it’s greensheets and powerpoint presentations.”

Senator Hebert said, “I was wondering why all new courses beginning Fall 2008 will require accessible versions, because by the time this policy is passed, the deadline for ordering text for those courses will already have passed?” Senator Kaufman said, “This does not address the textbook aspect at all. The textbook policy passed this body several months ago. With regard to why we picked Fall 2008, that is the timeline agreed upon in the plan presented by this university to the Chancellor’s Office. Part of the reason we deliberately said faculty will work on this during the semester was to make sure they didn’t have to have a policy passed say a month from now, go away for the summer, and return and find that they had to present all of their materials in accessible format on August 25, 2008.”

Senator Hebert said, “I’m still confused though. It says print-based instructional material, which to a naïve person such as I might be perceived to be a textbook.” Senator Kaufman said, “When the time comes for amendments, I would be happy to add a phrase saying this does not address textbooks.”

Senator Van Selst said, “You mentioned a course coordinator appointed for multi-section

courses, does that imply that all multi-section courses need a course coordinator?" Senator Kaufman said, "No, it does not. The intention is that if the department currently organizes courses in that way, then the course coordinator could submit a report for all of them." Senator Van Selst said, "There may be need for clarification there."

Senator Peter asked, "Again with reference to the phraseology that faculty teaching new courses will create accessible versions, the coded memo goes out of its way to stress that ensuring accessibility is a shared responsibility. I wondered if the committee could come up with language that makes it sound more like it is a shared responsibility and isn't entirely the faculty that have to do this. Other people may be assigned to do this for the faculty, or it may be a shared operation of the department as a whole." Senator Kaufman said, "We attempted to address that in the two resolved clauses on the second page where we reference the resources of the Center for Faculty Development, the DRC templates, in-person and online training, but I understand your point entirely." Senator Peter said, "I guess the question is can the committee come up with a way of phrasing this so that it doesn't seem as if it is one extra faculty responsibility, but that support is part of the shared responsibility." Senator Kaufman said, "We felt like we were treading on somewhat of a thin line, because we wanted to ensure that since this covers instructional material that is the choice of the faculty member, the faculty member should come first. However, I agree with you the shared responsibility is an important part of this."

Senator Bros said, "In the last resolved clause it says "the need for accessibility should not infringe on the faculty member's responsibility to provide the best instruction possible, including modification of instructional materials during the semester." My question is has the committee thought about creating a process by which those kinds of things could be resolved? I can see a situation where a faculty member would suggest it does infringe. How would that be resolved?" Senator Kaufman said, "The thinking that went into that was the concern that we didn't want a curricular review process that asked you to hand over all your accessible materials before the semester began. We didn't want to put restrictions on someone who saw something in the newspaper that morning and wanted to present it to their class. The intent of that was not to create an adversarial process, it was to assert the right of faculty members to introduce new materials as they went along." Senator Bros said, "I'm just suggesting that the committee explore what to do in that eventuality."

Senator Backer said, "I have a question about electronic presentations. How do you define electronic presentations." Senator Kaufman said, "Powerpoints mainly." Senator Backer said, "We use software that is somewhat text and somewhat not text. Is that considered text, or not text?" Senator Kaufman said, "As we wrote this that was not what we had in mind. We were thinking flat text-based powerpoints." Senator Backer said, "So, if you had a powerpoint that was more text than non-text, would it be considered text?" Senator Kaufman said, "I don't know."

Senator Van Hooff said, "As a chair, I am a little concerned about the second resolved clause where it says the chairs, deans, and administration will support faculty during the semester in which the course is being made accessible. As we know, our resources next year are going to be even more limited than they are now. My question is where are we going to find those

resources?”

Senator Van Selst asked, “Does the timeline in the 2008-2012 conform to Executive Orders and other directives?” Senator Kaufman said, “That is where the years 2008-2012 came from.” Senator Van Selst said, “My second question is, as an implementation detail, looking at the departmental curriculum committee and departmental chairs who shall be reported to, etc..., presumably there is supposed to be some sort of a university-wide structure around that that says what percentage of courses are currently accessible, and which courses are not?” Senator Kaufman said, “What we said is that the compilation of those [courses] would go in each department’s program planning report, and that way it would work its way up the chain.”

Senator Buzanski said, “The financial impact statement on this document is, I believe, the heart of this policy, because the financial impact statement presents sums of money that apparently would suffice to implement this policy to the satisfaction of the faculty. Senator Norton informed me, to my chagrin, that a President could sign this policy, but the financial impact statement is not a part of the policy and therefore the President could ignore it. Therefore, I would like to suggest that an additional resolved clause be included in this policy to the effect that this policy cannot go into effect unless funds, as indicated in the financial impact statement, are part of the policy.”

Senator Hebert said, “In the first resolved clause it says “faculty teaching new courses will create,” but the language used in AA-2006-41 quite clearly says “to the extent possible,” which allows some realism. In our policy, faculty do not appear to have any recourse to reality to not bring all their text-based non-textbook material into compliance.” Senator Kaufman said, “I am sure the committee would be happy to include language just like it is in the coded memorandum.”

Senator Kaufman presented *AS 1384, Senate Management Resolution, Establishing a Task Force to Assess the Effectiveness of the SJSU GE Program (Final Reading)*. Senator Peter made a friendly amendment to change the title to read, “Establishing a Task Force to Review Current SJSU GE Assessment and Certification.” Senator Backer made a friendly amendment to change 3rd Resolved clause to read, “Resolved, that the Chair shall be elected by the whole task force from among its faculty members.” **The Senate voted and AS 1384 passed as amended with no Nays, and 1 Abstention.**

D. Organization and Government Committee (O&G) –

Senator Backer presented *AS 1382, Policy Recommendation, Campus Planning Board (First Reading)*. Senator Backer said, “This is a revision of the Campus Planning Board. In the rationale, I’ve highlighted the changes to the existing policy. This resolution includes changes under three revisions to the policy. As you all know by now, I prefer to clean things up and delete the revisions to the existing policy. The substantial changes include adding the Executive Assistant to the President as an Ex-Officio member, to specify the AS representatives, and to include the review of art installations in common internal areas.”

Questions:

Senator Peter asked, “Is the Executive Assistant to the President going to be voting or non-voting?” Senator Backer said, “Unless it specifies non-voting, it is voting.” Senator Peter said, “Then you are adding an extra voting member.” Senator Backer said, “If that is a concern I will bring it up with my committee.” Senator Van Selst said, “In response to that, as the current Chair of the Campus Planning Board, the Executive Assistant to the President has been a long-standing member of the committee although not recognized as such in the policy.” Senator Backer said, “Gerry Selter, the Executive Assistant to the President, goes to these meetings all the time, he just hasn’t been recognized as a member.”

E. Instruction and Student Affairs Committee (I&SA) –

AS 1381, Policy Recommendation, Academic Standards: Probation Disqualification, will not be presented to the Senate for a final reading. Senator Sivertsen said, “As some of you may remember, we had a wonderful time regarding this policy at the last meeting. I am not going to be as entertaining this time. We [I&SA] had a long meeting, and Savander Parker [The Ombudsman] was at that meeting. Savander made the referral on this policy to begin with. We went over this policy very carefully trying to address a concern that was at issue and came to the conclusion that the policy is clear as it is written. It says B+ average, and doesn’t say anything else. If there are individuals that want to change this policy, we are going to suggest that they bring a resolution to I&SA in the Fall.”

Senator Sivertsen presented ***AS 1386, Sense of the Senate Resolution, Resolution in Opposition to the Budget Cuts to Higher Education Proposed in the State of California Governor’s January 2008-2009 Budget (Final Reading).*** Senator Bridgeman made a friendly amendment to change the title to read, “Sense of the Senate Resolution, In Support of AS 0708-02, Associated Students Resolution in Opposition to the Budget Cuts to Higher Education Proposed in the State of California Governor’s January 2008-2009 Budget.” Senator Bridgeman made another friendly amendment to insert a Resolved clause after the title to read, “Resolved, that the Academic Senate received and supports Associated Students Resolution 0708-02 as attached.” The rest of the AS resolution will become an attachment. **The Senate voted and AS 1386 passed as amended.**

VII. Special Committee Reports – None

VIII. New Business – None

IX. State of the University Announcements. Questions. In rotation.

A. Vice President for University Advancement –

VP Najjar said, “I hope all of you know we are going to be having a community farewell for President Kassing on May 29, 2008, in the Event Center. We really kept the price down to \$75 for dinner and entertainment. If you did not see the invitation, there is a flyer in the back and I have some of the formal invitations as well. We are creating an endowment in Don’s name that will go towards some of the things we know Don is interested in such as the reading program. If you don’t have an invitation, I’d be happy

to give you one of the formal invitations. Also, I wanted to share with you that on May 13th, we are taking one of our largest donors at San José State, Phyllis Simpkins, and some of her family with us to the Board of Trustees meeting to honor her for a lifetime of giving to San José State University. She has been giving to SJSU since before they were recording donations. There are two other events for Don, one is being held by Associated Students sometime in April. There is another lunch event for faculty and staff on June 5, 2008, in front of Tower Hall on the lawn.”

B. Statewide Academic Senator(s) –

Senator Van Selst said, “Just last week we had our interim meeting, so we are in-process on a lot of things. I have been to Sacramento three times this month doing legislative lobbying. The legislators we have been meeting with have been impressed to see the consistency of the message around workforce improvement. In the coming month, we (CSU Statewide Senators) are going to be going out and meeting with our local legislators. Our next statewide meeting is in another two weeks.”

C. Provost –

Provost Sigler said, “In previous meetings we have talked about campus safety, and I know it is of great concern to all of you. It is also a concern for the administration not only at our campus, but at the system-level. We have installed a telephone communication system that was tested last week and I hear it went very well. This Friday, April 18, 2008, there is going to be a training exercise in MacQuarrie Hall. This is going to be an opportunity for the campus police, in collaboration with other police and safety agencies, to practice how they would behave if there was an active shooter in that particular building. If you hear anything about what is going on in MacQuarrie Hall on April 18th, it is not a real emergency. Classes that are normally held on Friday in MacQuarrie Hall will be moved to other classrooms. The exercise is going to be mostly related to the fourth and fifth floors. Police might also be moving across campus. However, if you are told to move from an area, do what you are told. I hope you help us communicate this message to your colleagues.” Senator Sivertsen said, “People from Counseling Services will be available if people are frightened or upset by this.” Provost Sigler said, “Now I have some wonderful news. The President has made final decisions about faculty awards on campus. As you know, Karen Singmaster received the Outstanding Professor Award. Marlene Turner received the Distinguished Service Award, and Rick Tieszen received the President’s Scholar Award. They all will be honored on April 30, 2008. Finally, I hope to see you all at the Honors Convocation on April 25, 2008. This is one of the most important events on campus.”

D. Vice President for Administration and Finance – No report.

E. Vice President for Student Affairs – No report.

F. Associated Students President –

Senator Grabowski said, “I am the Director of Internal Affairs for Associated Students. Currently we are working on the AS Elections. Voting will take place tomorrow, Wednesday, and Thursday. Please encourage your students to vote and run for office.

Also, we are planning our March for Higher Education. We are planning on taking two buses with 46 students per bus to Sacramento on April 21, 2008. We are leaving at 6 a.m. and will return at 3 p.m. We are working on the AS 55 Awards, and that dinner ceremony will be held on April 24, 2008 in the ballroom. We will also be pushing voter registration.”

X. Adjournment – The meeting adjourned at 3:25 p.m.